



**DIRECT FILING AND SEARCH  
REGISTRATION/SUBSCRIPTION**  
SECRETARY OF STATE  
SFN 51629 (06-04)

DIRECT SEARCH SUBSCRIPTION ☐

DIRECT FILING SUBSCRIPTION ☐

BOTH SEARCHES & FILING ☐

NAME		
ADDRESS		
CITY	STATE	ZIP CODE
FAX NUMBER	E-MAIL ADDRESS	
TELEPHONE NUMBER	CONTACT PERSON	
BILLING NUMBER (IF KNOWN)		

**FOR OFFICE USE ONLY**

USER ID	PASSWORD (TEMPORARY)
DIRECT ACCESS	
BILLING NUMBER	
DATE	

**MAIL TO:**

ND CENTRAL INDEXING DIVISION  
SECRETARY OF STATE  
600 E BOULEVARD AVE DEPT 108  
BISMARCK ND 58505-0500

**DIRECT FILING AND SEARCH REGISTRATION/SUBSCRIPTION**  
SECRETARY OF STATE  
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REGISTRATION FEE	\$ 50.00
ANNUAL DIRECT SEARCH SUBSCRIPTION	\$150.00
ANNUAL DIRECT FILING SUBSCRIPTION	\$150.00
ANNUAL DIRECT SEARCH & FILINGS	\$240.00

Subscription year starts on July 1.

The registration fee is a one time fee that provides the user with a User ID, temporary password, and procedure manual.

If subscribing to both direct filing and direct searches there is a fee break of \$60.00 per year.

If a subscription starts in the middle of the billing cycle the fee will be prorated:

Searches per month	\$12.50
Filings per month	\$12.50
Both Searches & filings per month	\$20.00

**SUBSCRIPTION FEES ARE TO BE PAID AT TIME OF REGISTRATION**

**NOTE:** The subscription fee does not cover the fee for UCC-11 Searches or filing the UCC/CNS documents.